



CITY OF NEW ORLEANS
DEPARTMENT OF SAFETY & PERMITS
Special Event Parking Lot Permit

Date: _____ Tracking Number: _____

Permit Address: _____ Suite/Unit: _____

Owner Name: _____

Owner Address: _____ City: _____ State: _____ ZIP: _____

Owner Telephone No.: _____ Secondary Telephone No.: _____

Applicant Name (if different than owner): _____

Applicant Address: _____ Suite/Unit: _____

City: _____ State: _____ ZIP: _____ Telephone Number: _____

The following items are required before a Permit can be issued for a Special Event Parking Lot:

- ☐ Revenue Form from the Department of Finance, Bureau of Revenue (City Hall, Room 1W15). For Revenue questions, please call (504) 658-1666.
- ☐ To obtain a special event parking permit, the property must be located in a commercial zoning district or on a lot occupied by a commercial / non-profit use.
- ☐ The applicant must submit a letter from the property owner authorizing the use of the property, if the applicant is not the owner.

By signing below, I understand that no refunds will be granted once the Department of Safety & Permits has accepted payment for this permit:

Submitted by: _____ Date: _____

SAFETY & PERMITS USE ONLY

Zoning District: _____ Revenue Case Number: _____